

## **MEMORANDUM**

TO: Mineral Mine Operators

FROM: \_\_\_\_\_  
Conrad T. Spangler, Division Director

SUBJECT: Annual Tonnage Reports

DATE: January 2, 2003

The Mineral Mine Safety Laws of Virginia, Section 45.1-161.292:35 of the Code of Virginia, requires that every licensed operator shall provide an annual report to the Department of Mines, Minerals and Energy, Division of Mineral Mining no later than February 15 of each year. This report shall be for the preceding 12-month period ending December 31. The report must provide the following information for office and production workers (of the licensed operator): total production, work hours, wages, and number of employees/miners by work category.

A Mineral Mining Annual Tonnage Report (form DMM-146) is enclosed to assist you in providing this information. All production must be reported in tons with the exception of precious metals and gemstones, which may be reported in ounces or pounds. This report must be filed even if there was no production at the mine. If there was no production or employment, then you must enter zeros. If your mine was operated by an independent contractor or contractors then you are still responsible for reporting production and submitting the attached tonnage report. In this situation the independent contractor is responsible for reporting wages and worker data (not production) on the Mineral Mining Annual Report For Contractors (DMM-146C).

If a mine owner operated the pit himself, with or without other employees, then the owner must consider himself a worker and provide the required production, work hours, wage and employee information for himself. Many owners do not pay themselves

a specific salary from the profits of mineral sales. Owners in this category must estimate what they would consider a reasonable wage for the hours they worked at the mine.

Because these tonnage reports provide valuable information, you should ensure that the information is accurate and complete. Keeping accurate records of production and employment throughout the year will help you in completing future annual reports. By submitting the information requested on the form you will comply with the annual production reporting requirements of the Mineral Mine Safety Laws of Virginia.

The Virginia General Assembly enacted a law in 2000 that requires individual employer's wage information collected on the annual report to be kept confidential. DMM will not release individual employer data. The Division only will release wage information when it is aggregated in such a manner that it does not reveal information on any individual employer.

If you have any questions on completion of the tonnage report, please contact Jamie Dunivan at (434) 951-6314.



**COMMONWEALTH OF VIRGINIA**  
**DEPARTMENT OF MINES, MINERALS AND ENERGY**  
**DIVISION OF MINERAL MINING**  
**900 Natural Resources Drive**  
**P. O. Box 3727**  
**Charlottesville, VA 22903**  
**(434) 951-6310**

**MINERAL MINING ANNUAL TONNAGE REPORT**

**REPORT FOR CALENDAR YEAR \_\_\_\_\_**

1. **COMPANY NAME** \_\_\_\_\_ **PERMIT NO.** \_\_\_\_\_
2. **TOTAL TONS PRODUCED** \_\_\_\_\_
3. **WORKERS**—Include the number of full or part-time persons who worked for any part of the period covered by this report. Include all owners, officers, clerical help, engineers and others who worked at the mine.

NUMBER OFFICE WORKERS	OFFICE HOURS	OFFICE WAGES	NUMBER PRODUCTION WORKERS PIT/PLANT	PRODUCTION HOURS	TOTAL PRODUCTION WAGES

**REPORT REQUIRED BY LAW**—Code of Virginia, Title 45.1, Chapter 14.4:1, Section 45.1-161.292:35.A requires this form to be filled out and returned to this office by the 15th day of February. Operations that do not submit tonnage reports may be subject to closure.

I, the undersigned, hereby certify that all information provided on this report is true and accurate to the best of my knowledge and belief. I further certify that all occupational injuries occurring on the mine site have been reported for calendar year \_\_\_\_\_.

**SIGNED** \_\_\_\_\_ **TITLE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PLEASE PRINT YOUR NAME** \_\_\_\_\_

**DMM-146**  
**REV. 10/02**

